

Agenda

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Council

Date: **Monday 20 July 2015**

Time: **5.00 pm**

Place: **Council Chamber, Town Hall**

For any further information please contact:

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Council

Membership

Lord Mayor	Councillor Rae Humberstone	
Deputy Lord Mayor	Councillor Colin Cook	
Sheriff	Councillor Sajjad Malik	
Members	Councillor Mohammed Abbasi	Councillor Chewe Munkonge
	Councillor Mohammed Altaf-Khan	Councillor Michele Paule
	Councillor Farida Anwar	Councillor Susanna Pressel
	Councillor Elise Benjamin	Councillor Bob Price
	Councillor Ruthi Brandt	Councillor Mike Rowley
	Councillor Susan Brown	Councillor Gwynneth Royce
	Councillor Bev Clack	Councillor Gill Sanders
	Councillor Mary Clarkson	Councillor Scott Seamons
	Councillor Van Coulter	Councillor Christine Simm
	Councillor Roy Darke	Councillor Craig Simmons
	Councillor Jean Fooks	Councillor Dee Sinclair
	Councillor James Fry	Councillor Linda Smith
	Councillor Andrew Gant	Councillor John Tanner
	Councillor Stephen Goddard	Councillor Richard Tarver
	Councillor Michael Gotch	Councillor Sian Taylor
	Councillor Mick Haines	Councillor David Thomas
	Councillor Tom Hayes	Councillor Ed Turner
	Councillor David Henwood	Councillor Louise Upton
	Councillor Sam Hollick	Councillor Oscar Van Nooijen
	Councillor Alex Hollingsworth	Councillor Elizabeth Wade
	Councillor Pat Kennedy	Councillor Ruth Wilkinson
	Councillor Ben Lloyd-Shogbesan	Councillor Dick Wolff
	Councillor Mark Lygo	

The quorum for this meeting is 12 members.

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SUMMONS

A meeting of the City Council will be held in the Council Chamber, Town Hall, on Monday 20 July 2015 at 5.00 pm to transact the business set out below.

Peter Sloman

Proper Officer

AGENDA

	Pages
PART 1 - PUBLIC BUSINESS	
1 APOLOGIES FOR ABSENCE	
2 MINUTES	15 - 18
To approve as a correct record the minutes of the annual meeting of Council held on 18 May 2015.	
3 DECLARATIONS OF INTERESTS	
4 APPOINTMENT TO COMMITTEES	
The Leader of the Liberal Democrat Group has notified the Head of Law and Governance of proposed changes to the group's membership of committees:	
<ul style="list-style-type: none">• Licensing and Gambling Acts Committee - Cllr Steve Goddard to stand down and Cllr Altaf Khan to replace him• Scrutiny Committee - Cllr Altaf Khan to stand down and Cllr Gant to replace him.	
Any further proposed changes to memberships will be circulated with the briefing note.	
Council is asked to agree these changes with immediate effect.	
5 ANNOUNCEMENTS	
Announcements by:	
<ol style="list-style-type: none">1. The Lord Mayor2. The Sheriff3. The Leader of the Council4. The Chief Executive, Chief Finance Officer, Monitoring Officer	

6 PUBLIC ADDRESSES AND QUESTIONS THAT RELATE TO MATTERS FOR DECISION AT THIS MEETING

Public addresses and questions to the Leader or other Board member received in accordance with Council Procedure Rule 11.10 and 11.11.

The full text of any address or question must be received by the Head of Law and Governance by 5.00 pm on 14 July.

Full details of addresses submitted by the deadline will be provided in the briefing note. Full details of questions submitted by the deadline, and written responses where available, will be provided in the briefing note.

CITY EXECUTIVE BOARD RECOMMENDATIONS

7 HOUSING STRATEGY 2015-2018

19 - 94

The Head of Housing and Property submitted a report to the City Executive Board (attached) which details the Housing Strategy and Action Plan 2015-2018.

The relevant minute (188) of the City Executive Board meeting on 14 May 2015 is attached later in the agenda.

The City Executive Board recommends that Council adopt the Housing Strategy and Action Plan 2015-2018.

8 HOUSING ASSET MANAGEMENT STRATEGY

95 - 174

The Head of Housing and Property submitted a report to the City Executive Board (attached) which details the proposed Housing Asset Management Strategy and associated action plan for Oxford City Council's housing stock.

The relevant minute (21) of the City Executive Board meeting on 11 June 2015 is attached later in the agenda.

The City Executive Board recommends that Council adopt the Housing Asset Management Strategy along with the Oxford Standard as part of the Council's policy framework.

9 TENDER FOR WASTE COLLECTION AND ENVIRONMENTAL IMPROVEMENT SERVICES

175 - 178

The Executive Director for Community Services submitted a report to the City Executive Board (attached) which sought approval to tender for commercial waste collections and environmental improvement services to a public body. Confidential papers for this item were made available to members with that agenda.

The relevant minute (173) of the City Executive Board meeting on 27 April is attached later in this agenda. The Board agreed to authorise the submission of the tender, and if successful to recommend Council to approve capital expenditure for the purchase of the purchase of compactors and bins. The tender was awarded to the Council.

The City Executive Board recommends that Council approve a capital supplementary estimate of £55,000 for a compactor and bins to support delivery of the contract.

10 TOWER BLOCKS REFURBISHMENT PROJECT

179 - 186

The Head of Housing and Property Services submitted a report to the City Executive Board (attached) which details proposals to increase the project budget and reconfirm delegated authority to the Executive Director for Regeneration and Housing in consultation with the Heads of Finance and Law and Governance, to be able to appoint and award the contract to the preferred principal contractor.

The relevant minute (22) of the City Executive Board meeting on 12 June is attached later in this agenda. Confidential papers for this item were made available to members with that agenda.

The City Executive Board recommends that Council approve an additional budgetary provision within the HRA Capital Programme of £1.750m, funded as detailed at paragraph 19, so that the revised total project budget envelope for the Tower Block Refurbishment Scheme is £20.108m.

OFFICER REPORTS

11 NORTHERN GATEWAY AREA ACTION PLAN: INSPECTOR'S REPORT

187 - 272

The Executive Director of Regeneration and Housing has submitted a report (attached) which details the conclusions of the Inspector's Report on the examination into the Northern Gateway Area Action Plan (AAP) and proposes adoption of the plan.

Council is asked to:

- 1. note the conclusions of the Inspector's Report on the examination into the Northern Gateway Area Action Plan;**
- 2. adopt the Northern Gateway Area Action Plan as part of Oxford's Local Plan; and**
- 3. endorse the AAP's associated documents as part of the AAP adoption (including the Sustainability Appraisal and Habitats Regulations Assessment Adoption Statement and Equalities Impact Assessment).**

12 SAFEGUARDING REPORT 2014-2015

273 - 290

The Executive Director of Community Services has submitted a report (attached) which details the progress made on Oxford City Council's Section 11 (Children Act of 2004) Self-Assessment Action Plan 2014-15 and seeks to approve the Oxford City Council Safeguarding Action Plan for 2015-16.

The report and action plan were submitted to the City Executive Board on 14 May 2015 for approval and the relevant minute (186) is attached later in the agenda.

Council is recommended to:

- 1. note the progress and development of the Council's safeguarding function in 2014-15; and**
- 2. note the Oxford City Council Safeguarding Action Plan 2015-16 as set out in Appendix 1.**

13 EMPLOYMENT POLICIES - DATA MONITORING AND RECRUITMENT AND SELECTION

291 - 316

The Corporate Lead (HR Policy & Organisational Development) has submitted a report which presents one new and one revised employment policy for approval (attached).

Council is recommended to:

- 1. approve the following policies appended to the report with immediate effect:**
 - Employee Data Monitoring Policy including current list of monitoring tools**
 - Recruitment and Selection Policy; and**
- 2. authorise the Corporate Lead (HR Policy & Organisational Development) to amend the policies and procedures from time to time in order to correct any factual or legal errors.**

14 NEW PROCEDURES FOR THE DISMISSAL OF STATUTORY OFFICERS

317 - 320

The Monitoring Officer has submitted a report (attached) which recommends changes to the Council's Constitution relating to changes to arrangements for the dismissal of statutory officers following new statutory provisions set out in the Local Authorities (Standing Orders)(England)(Amendment) Regulations ("the Regulations") which came into effect on 11 May 2015.

Council is recommended to:

- 1. agree to amend the Terms of Reference of the Disciplinary Committee for chief executive, directors and heads of service as set out in the report;**

2. **agree that the Council's appointed Independent Persons be invited to advise the Disciplinary Committee whenever there is the prospect of dismissal of a statutory officer;**
3. **agree the proposed amendments to the Employment Rules in Part 20 of the Constitution; and**
4. **delegate authority to the Head of Law and Governance to make any consequential amendments that are required to be made to the Constitution to fully implement the requirements of the Regulations**

15 ARRANGEMENTS FOR DISCIPLINARY ACTION AGAINST STATUTORY OFFICERS

321 - 322

The Head of Business Improvement has submitted a report (attached) which recommends that the contractual arrangements for disciplinary action against the statutory officers are not changed by the new statutory provisions set out in the Local Authorities (Standing Orders)(England)(Amendment) Regulations ("the Regulations") which came into effect on 11 May 2015.

Council is recommended to:

1. **agree that contractual arrangements are made in respect of an Independent Person to investigate any allegations of a disciplinary nature against the Statutory Officers; and**
2. **delegate authority to the Head of Law and Governance to make the necessary amendments to the Constitution.**

16 CITY EXECUTIVE BOARD MINUTES

323 - 354

Questions to Board members about the minutes of the Board meetings below.

This item has a time limit of 15 minutes.

1. Minutes of the meeting held on 2 April 2015
2. Minutes of the meeting held on 27 April 2015
3. Minutes of the meeting held on 14 May 2015
4. Minutes of the meeting held on 26 May 2015
5. Minutes of the meeting held on 11 June 2015
6. Minutes of the meeting held on 9 July 2015 (attached to the briefing note)

17 QUESTIONS ON NOTICE FROM MEMBERS OF COUNCIL

Questions on notice received in accordance with Council Procedure Rule 11.9(b)

Questions may be asked of the Lord Mayor, a Member of the City Executive Board or a Chair of a Committee.

The full text of questions must be received by the Head of Law and Governance by no later than 1.00pm on 13 July.

Full details of all questions, and written responses where available, will be provided in the briefing note.

PART 2 - PUBLIC INVOLVEMENT AND SCRUTINY

18 PUBLIC ADDRESSES AND QUESTIONS THAT DO NOT RELATE TO MATTERS FOR DECISION AT THIS COUNCIL MEETING

Public addresses and questions to the Leader or other Board member received in accordance with Council Procedure Rule 11.10 and 11.11.

The full text of any address or question must be received by the Head of Law and Governance by 5.00 pm on 14 July.

Full details of addresses submitted by the deadline will be provided in the briefing note. Full details of questions submitted by the deadline, and written responses where available, will be provided in the briefing note.

19 OUTSIDE ORGANISATION/COMMITTEE CHAIR REPORTS AND QUESTIONS

355 - 360

1. Each ordinary meeting of Council shall receive a written report concerning the work of one of the partnerships on which the Council is represented.

On behalf of Councillor Price the OSP Manager and Principal Economic Development Officer has submitted a report on the work of **The Oxford Strategic Partnership**.

Council is invited to comment on and note the submitted report.

2. The programme of reporting at future meetings will be:
September 2015: Oxfordshire Health Improvement Board
December 2015: Report on Oxfordshire Partnerships
February 2016: Oxfordshire Local Enterprise Partnership
April 2016: Oxfordshire Growth Board
July 2016: Community Safety
September 2016: Environmental and Waste
3. Members who are Council representatives on external bodies or Chairs of Council Committees who consider that a significant decision or event has taken place, will give notice to the Head of Law and Governance by 1.00 pm on 16 July that they wish present a written or oral report on the event or the significant decision and how it may influence future events.

20 SCRUTINY COMMITTEE REPORT

361 - 382

The Chair of the Scrutiny Committee has submitted a report which updates Council on the activities of scrutiny and other non-executive Councillors since the last meeting of Council.

Council is invited to comment on and note the report.

PART 3 - MOTIONS REPRESENTING THE CITY

21 MOTIONS ON NOTICE

Motions received in accordance with Council Procedure Rule 11.16.

The full text of motions received by the Head of Law and Governance by the deadline of 1.00pm on 8 July, and as amended by the proposer, is attached to this agenda.

Substantive amendments to these motions must be received by the Head of Law and Governance by no later than 1.00pm on 16 July.

Full details of motions submitted by the deadline are attached and the briefing note will contain any substantive amendments submitted before its publication.

Motions will be taken in turn from the Liberal Democrat, Green, and Labour groups in that order.

1. Provision of key worker housing (proposed by Cllr Wade seconded by Cllr Gotch)

Liberal Democrat member motion

This Council welcomes the progress of the Barton Park development but notes that there is no provision for key worker housing on this estate.

This Council believes that key workers are vital to the continuing success of this City, and in particular consider that the lack of key worker housing for teaching professionals has contributed to the poor results in City schools.

This Council asks the Executive Board to request a report from officers (a) suggesting the categories of workers who should be eligible for key worker housing, and (b) recommending how quality housing should be provided specifically for key workers in our City.

2. Government austerity cuts (proposed by Cllr Hollick seconded by Cllr Thomas)

Green member motion

This Council is deeply concerned at the benefit, and other funding, cuts announced by the Government on 8th July and the likely hardship that this will cause to the residents of Oxford, in particular those in housing need.

We therefore ask CEB to look carefully at this year's £4m underspend with a view to formulating a mid-year 'emergency budget' aimed at mitigating the

impact of these cuts on the most vulnerable.

We also ask the Leader to write to the Ministers responsible expressing our serious concern at the austerity cuts and their effect on Local Government and the City's most vulnerable people.

3. Encouraging collaboration for action on cancer (proposed by Cllr Coulter)

Labour member motion

Oxford City Council congratulates each of the organisations meeting together at Oxford Town Hall on 4 February to mark "World Cancer Day". Council thanks each of those organisations for providing advocacy, for highlighting the suffering caused by cancer, and for providing hope through the development of innovative treatments and supportive care - all of which is centred on improving outcomes for patients, their families and their carers.

Each year, 8.2 million die worldwide from cancer. Four million die prematurely. And, one out of every two of us will experience painful illness through cancer.

Oxford has a significant role in medical science and in cancer research, with 450 post-doctoral researchers working on cancer related investigations - bringing £22 million to our local economy and with the likelihood such work will expand, for example, with the Churchill Hospital's recognition as a lead centre for targeted cancer therapy.

Oxford City Council resolves to ask the executive to support "World Cancer Day" as an annual event and to seek to find cost effective ways to work with the charitable, voluntary and academic communities and organisations for improved outcomes for cancer sufferers, their families and their carers.

4. CIL funding for Northern Gateway development (proposed by Cllr Gant seconded by Cllr Gotch)

Liberal Democrat member motion

Council notes the likelihood of a substantial Community Infrastructure Levy (C.I.L.) from the prospective development at Northern Gateway.

Council asks the Executive Board to allocate a substantial proportion (the exact amount to be decided at a later date) of the C.I.L. for funding for measures to mitigate the effects of various forms of pollution from the consequent increased traffic in the neighbourhood of the Northern Gateway development. These measures should include, but not be restricted to, improved cycle lanes and traffic calming, especially for routes into and from the site itself and should be developed in consultation with the local community

5. Compact of Mayors (proposed by Cllr Simmons seconded by Cllr Brandt)

Green member motion

Council notes that the Compact of Mayors, launched at the 2014 United Nations Climate Summit, is the world's largest coalition of city leaders addressing climate change by pledging to reduce their greenhouse gas emissions, tracking their progress and preparing for the impacts of climate

change.

The Compact of Mayors was launched by the UN Secretary-General under the leadership of the world's global city networks – C40 Cities Climate Leadership Group, ICLEI – Local Governments for Sustainability and the United Cities & Local Governments – with support from UN-Habitat, the UN's lead agency on urban issues.

The Compact establishes a common platform to capture the impact of cities' collective actions through standardized measurement of emissions and climate risk, and consistent, public reporting of their efforts. Through the Compact, cities are:

- Increasing their visibility as leaders responding to climate change;
- Demonstrating their commitment to an ambitious global climate solution, particularly important in the run-up to a new round of climate talks in Paris in December 2015;
- Encourage investments in cities by meeting transparent standards that are similar to those followed by companies and national governments;
- Building a consistent and robust body of data on the impact of city action; and
- Accelerating more ambitious, collaborative, and sustainable local climate action.

Council asks the Council Leader to sign up for the Compact and commit to engaging with the Compact's climate change management programme.

6. Oxfordshire Transport Strategy (proposed by Cllr Tanner)

Labour member motion

The City Council welcomes the County Council's new transport strategy for Oxford as far as it goes but believes a number of key improvements are needed. We endorse the submission from the City Council about the OTS. In particular we believe that:

- 1) Tunnelling under the centre of Oxford is a costly nonsense which will damage the beautiful heart of Oxford and destroy archaeology.
- 2) The County are right about the increase in journeys in future but the Rapid Transit Buses (RTB) they propose will not provide the number of extra buses and seats that are needed.
- 3) The new Oxford Transport Strategy (OTS) does not make it clear which modes of transport should have most priority. We want to give priority to pedestrians, cyclists and buses especially during rush hours.
- 4) The City Council wants a speedy end to the effective moratorium on urgently needed improvements for cyclists on Oxford's roads.
- 5) The City Council supports the same balanced transport policy for the Headington hospitals and the Cowley business park, that has operated successfully for the city centre for many years. At present very many people who work in the eastern arc have little choice but to drive.
- 6) The County's latest OTS has failed to indicate sensible routes for the RTBs. Using crowded roads Like the Cowley Road and London Road, or driving a bus lane across a golf course in Lye Valley, are unworkable.

7) The City Council will continue to keep open its Park & Rides (P & R) in the city. Indeed we want to expand Seacourt P & R. But we also support more Park & Rides beyond Oxford in addition.

8) We support some ideas in the OTS such as more electric vehicles, cleaner air, a passenger rail link to Cowley and consulting about a work-place parking levy. We are opposed to road pricing as an unworkable burden on car drivers and businesses.

7. Guidance on external insulation (proposed by Cllr Benjamin seconded by Cllr Wolff)

Green member motion

Council notes the lack of clear and consistent advice for property owners wanting to install external wall insulation. Council therefore asks the Executive to prepare guidance, such as that available from Havering Council, to post on the council website.

22 MATTERS EXEMPT FROM PUBLICATION

If Council wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding agenda items it will be necessary for Council to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

(The Access to Information Procedure Rules – Section 15 of the Council’s Constitution – sets out the conditions under which the public can be excluded from meetings of the Council)

UPDATES AND ADDITIONAL INFORMATION TO SUPPLEMENT THIS AGENDA ARE PUBLISHED IN THE COUNCIL BRIEFING NOTE.

The Agenda and Briefing Note should be read together. The Briefing Note is published as a supplement to the agenda on the Friday before the meeting and can be accessed from the calendar of meetings page on the council’s website.

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licences for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

¹Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those of the member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.